

TIGRIS

CHU & SPU Internship program

March 9 - 13, 2020, Masaryk University, Brno

ITINERARY

MONDAY, 9. 3. 2020

Venue: CZS Office, Komenského náměstí 2, Brno

- 9:50** Hotel pick-up
- 10:00 – 11:00** Welcome meeting
Dr. Jan Pavlik, Director of Centre for International Cooperation
- 11:00 – 12:00** Introduction to the program, MU and Centre for International Cooperation (CZS) – structure, basic information
Mr. Adam Hykl, Erasmus+ ICM project manager
- 12:00 – 13:00** Lunch
- 13:00 – 14:00** Information systems of CZS, digital services
Mr. Adam Hykl, Erasmus+ ICM project manager
- 14:00 – 15:00** Economic and administration support of international office
Ms. Anna Hřebeská, Head of Economic and Administration Support Division
- 15:00 – ca 17:00** Tour of Brno city
Mr. Petr Boucník, Partner universities project manager

TUESDAY, 10. 3. 2020

Venue: CZS Office, Komenského náměstí 2, Brno

- 9:00 – 10:30** Erasmus+ management at Masaryk University
Ms. Nikola Maráková, Erasmus+ project manager
- 10:30 – 11:30** European Universities - EDUC project management
Ms. Hoa Mai Nguyenová, EDUC project manager
- 11:30 – 13:00** Lunch
- 13:00 – 14:00** Partner universities and cooperation with MU
Mr. Petr Boucník, Partner universities project manager
- 14:00 – 15:00** Administration of MU outgoing students
Ms. Andrea Štěpánková, International Programme Coordinator
Ms. Denisa Fóldešiová, International Programme Coordinator
Ms. Vendula Stará, International Programme Coordinator
- 15:00 – 16:30** Administration of MU incoming students, student services
Mr. Martin Vašek, Head of Mobility Division
Ms. Kristýna Zemková, International Programme Coordinator

WEDNESDAY, 11. 3. 2020

Venue: CZS Office, Komenského náměstí 2, Brno

- 9:30 – 10:30** Short term programmes (CELTA, CESP), ISEP
Ms. Šárka Panochová, Project administrator of short term programme
- 10:30 – 12:00** Incoming and outgoing staff mobilities, Freemovers
Ms. Zita Hrabovská, International Programmes Coordinator
- 12:00 – 13:00** Lunch
- 13:00 – 16:00** International Marketing – marketing strategy development, communication channels, SEO, analyses, social networks
Mr. Jakub Motyčka., Manager for marketing
Mr. Lukáš Wiesner, Editor
Ms. Irena Diatelová, Marketing officer

THURSDAY, 12. 3. 2020

Venue: Faculty International offices & CZS Office

- 8:45** Hotel pick-up
- 9:00 – 10:30** (TBC) Faculty International Office visit – Faculty of Arts
Ms. Michaela Hrazdílková
- 10:30 – 12:00** Faculty International Office visit – Faculty of Social Studies
Ms. Dagmar Hábová, Faculty International Office Coordinator
- 12:00 – 13:00** Lunch
- 13:00 – 14:30** (TBC) Language Centre / Centre for Students with Special Needs visit
Ms. Hana Kuzdasová / Dr. Petr Peňáz
- 14:30 – 16:00** Erasmus Student Network at MU – student club activities and services
Ms. Adéla Fusková, President of MU Erasmus Student Network organization

FRIDAY, 13. 3. 2020

Venue: MU Campus Bohunice, Brno

- 9:00** Hotel pick-up
- 9:00 – 11:00** (TBC) Campus Visit
- 11:00 – 12:00** Debrief and farewell
Mr. Adam Hykl, Erasmus+ ICM project manager